

Battle Ground Town Council

Meeting Minutes, June 14, 2021

Attending: Council President James Miller, Councilors Steve Hahn, Greg Jones, Mary Jo Totten.
Also attending: Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones. Absent: Matt Coppock
Guests: Mike Piggot, Joe Kline, Bill Jones, Dave Buck, Colin Sullivan, Colin Dale, Melinda Antell, Taylor Watts (presumed from zoom ID), another zoom attendee.

James Miller called the meeting to order at 6:00 p.m. and there were no additions to the agenda.

Contracted Services

Waste Management – Melinda Antell presented a contract extension for trash and recycle services through 2023. The unit cost increases from \$14.20 to \$14.91 in 2021 to \$15.51 in 2022.

Motion by Mary Jo Totten to approve the Waste Management service contract extension. Second of Steve Hahn. Motion carried with 4 Aye, one absent.

Butler Fairman Seufert

1. The town's five-year plan is adequate to provide a basis for rate study calculations. Dave Buck will review it for any known short term increases in materials that might affect the estimates.
2. The Hawks Nest project engineering should be 50% done by mid-July.
3. The Tomahawk Lane project is dependent on securing the CCMG-2021-2 grant for road replacement. An agreement for the engineering and coordination required for this complicated project, in the amount \$174,400, was taken under advisement.

4. Pavement Solutions responded to a request for quote for the crack sealing on 23 street segments funded by the Community Crossings grant.

Motion by Greg Jones to accept the quote in the amount \$41,625.14. Second of Mary Jo Totten, motion carried with unanimous roll call vote (4 Aye), one absent.

5. A preliminary plan was submitted for a new fueling and convenience store on Northgate. A task order for engineering review is the next step in the approval process. There would be one relocated sanitary main and two water services. Council asked if there would be an electric vehicle charging station. A request for an RV dump station is part of the plan but there is no agreement for this item without further study.

Motion by Mary Jo Totten to approve a task order submitted by Butler, Fairman and Seufert in the amount \$2000.00 for preliminary plan review. Second of Greg Jones, motion carried with unanimous roll call vote (4 Aye), one absent.

6. There will be a meeting of town personnel with BFS to review potential development for a franchise coffee shop in the Northgate area.
7. The playground improvements along Sherman Street at the Elementary School are moving forward. T-Bird is the engineer involved.

Attorney

Eric Burns elaborated on the new legislation regarding virtual public meetings, and provided the corresponding resolution that must be in place prior to future online meeting activity. The town will need to purchase microphones, a sound input mixing board, and camera to make a complete system for virtual meetings.

Motion by Mary Jo Totten to adopt Resolution #21-115 Virtual Meeting Policy and approve \$2500 for necessary equipment. Second of Steve Hahn, motion carried with unanimous roll call vote (4 Aye), one absent.

There was discussion of the sidewalk matching grant application. The draft will be updated and reviewed again at the next meeting.

Minutes – Motion by Mary Jo Totten to approve minutes of May 10 and June 7 meetings. Second of Steve Hahn, motion carried with unanimous roll call vote (4 Aye), one absent.

Clerk-Treasurer

The Register of Claims includes two items that are not new expenditures but re-assigned to different appropriations.

Motion by Mary Jo Totten to approve the Register of Claims May 11 to June 14 in the amount \$110,444.49. Second of Greg Jones, motion carried with unanimous roll call vote (4 Aye), one absent.

Motion by Mary Jo Totten to approve depository signature authority for Kim Ross, acting as deputy clerk. Second of Steve Hahn, motion carried with unanimous roll call vote (4 Aye), one absent. Kim will also need a bond for cash handling.

A revision of appropriation budgets is needed. **Motion** by Mary Jo Totten to approve budget transactions dated June 14, 2021. The items include budget transfers between categories and one budget adjustment to move funds from 201 MVH to 203 MVH Restricted. Second of Greg Jones, motion carried with unanimous roll call vote (4 Aye), one absent.

The Invoice Cloud service contract needs to be signed prior to June 30.

Motion by Mary Jo Totten to approve Steve Hahn to sign the contract on behalf of the council. Second of Greg Jones, motion carried with unanimous roll call vote (4 Aye), one absent.

Police

Jerry Burk mentioned he will move the radar speed signs from the school zone to CR 600 N, as a way to slow the traffic this summer. Council asked the cost of an additional set of signs.

Motion by Mary Jo Totten to purchase another set of radar signs for estimated cost \$5500.00. Second of Greg Jones, motion carried with unanimous roll call vote (4 Aye), one absent.

Utilities and Street Department

Treatment plant solids removal is scheduled for the end of June. The cost is \$.10 per gallon, estimated 150-170 thousand gallons. Maintenance of plant generators is also scheduled, \$625.00 per unit.

Ron requested ideas to resolve a wash-out problem in the Jewett Street alley.

Storm Water catch basins are being cleaned, and two were found to need repair. Cost estimate is \$1500.00.

The replacement for the Main Lift Station will take 12 weeks from order to installation. The specified unit meets current needs and there is little growth potential for the area served. A task order for comprehensive review, system integration, IDEM review and construction inspection in the amount \$8500.00 was suggested by Colin Dale as a supplement to the project. No action was taken.

Redevelopment Commission

A re-design of a commercial site on Northgate is deemed agreeable to the parties involved. The next RDC meeting is July 26.

Area Plan

Motion by Greg Jones to adopt Ordinance 2021-592 UZO Amendment #100, with second of Mary Jo Totten. Motion carried with unanimous roll call vote (4 Aye), one absent.

Committees No specific project reports at this time.

Old Business

Mike Piggott attended the meeting to ask about extending the sprinkling credit two additional months. It was decided that a change in credit policy is best handled with the anticipated update of the sewage rate ordinance later in 2021. At this time, Mike is encouraged to use the one-time sewer credit available to each property owner once per year, which offers him one additional month of credit.

New Business

The council decided to schedule another work session on June 21 to make decisions on the many infrastructure projects, town priorities for development, and marketing initiatives. An agenda will be posted.

Motion to adjourn 8:31 p.m. by Steve Hahn with second of Greg Jones.

Georgia Jones, Clerk Treasurer

James Miller, Council President